

Handout 3-7: Exercise Job Aid

Types of Exercises	
Discussion-Based Exercises	
Discussion-based exercises familiarize participants with current plans, policies, agreements, and procedures, or may be used to develop new plans, policies, agreements, and procedures.	
Type	Description
Seminar	A seminar is an informal discussion, designed to orient participants to new or updated plans, policies, or procedures (e.g., a seminar to review a new Evacuation Standard Operating Procedure).
Workshop	A workshop resembles a seminar, but is employed to build specific products, such as a draft plan or policy (e.g., a Training and Exercise Plan Workshop is used to develop a Multi-year Training and Exercise Plan).
Tabletop Exercise (TTX)	A tabletop exercise involves key personnel discussing simulated scenarios in an informal setting. TTXs can be used to assess plans, policies, and procedures.
Game	A game is a simulation of operations that often involves two or more teams, usually in a competitive environment, using rules, data, and procedure designed to depict an actual or assumed real-life situation.
Operations-Based Exercises	
Operations-based exercises validate plans, policies, agreements, and procedures; clarify roles and responsibilities; and identify resource gaps in an operational environment.	
Type	Description
Drill	A drill is a coordinated, supervised activity usually employed to test a single, specific operation or function within a single entity (e.g., a fire department conducts a decontamination drill).
Functional Exercise	A functional exercise examines and/or validates the coordination, command, and control between various multiagency coordination centers (e.g., EOC or Joint Field Office). A functional exercise does not involve any “boots on the ground” (e.g., first responders or emergency officials responding to an incident in real time).
Full-Scale Exercise (FSE)	A full-scale exercise is a multiagency, multijurisdictional, multidiscipline exercise involving functional (e.g., Joint Field Office and EOC) and “boots on the ground” response (e.g., firefighters decontaminating mock victims).

Source: Homeland Security Exercise and Evaluation Program (HSEEP)